

Department statement on plagiarism

Students submitting written work for examination in the Department are reminded of the need to acknowledge adequately the work of others in accordance with good academic practice.

Plagiarism (passing off somebody else's words or work as your own) is a form of cheating. The Department subscribes to the University's policy on plagiarism, which can be read at: <http://www.admin.cam.ac.uk/univ/plagiarism/>

The Faculty Board of Biology has issued guidance on what constitutes plagiarism, and how to avoid it, which can be read at: <http://www.bio.cam.ac.uk/sbs/facbiol/plagiarism.html>

The Department considers the act of cheating as a serious matter and any incident will be reported to the Head of Department.

It is unacceptable to:

- cheat during oral or written tests
- copy the work of others and submit as your own
- falsify and/or invent experimental data

TurnitinUK software policy

1. The examiners will follow the guidance issued by the General Board, outlined at: <http://www.admin.cam.ac.uk/univ/plagiarism/examiners/index.html>.
2. Turnitin will be used to detect direct plagiarism, paraphrasing and collusion of assessed work. All work will receive an originality report on submission to Turnitin.
3. Turnitin will be used for electronic marking of assessed work through the Grademark feature.
4. There will be discussion on plagiarism during the practical sessions. Students should then read this document, the guidance notes on writing their project in their Course Handbook (pages 17-19) and then sign and return the attached consent form to ugadmin@plantsci.cam.ac.uk by the end of the third week of Michaelmas term.
5. If the Turnitin originality report indicates plagiarism or collusion the examiners/assessors responsible will raise initial concerns when marking assignments to the Senior Examiner.
6. The results are reviewed by the Senior Examiner, who will then follow the procedure outlined at <http://www.admin.cam.ac.uk/univ/plagiarism/examiners/index.html>.
7. A form is completed by the Senior Examiner on the outcome of the use of Turnitin which will be retained by the Course Administrator.

Part II Plant Sciences

1. There will be discussion on plagiarism during the Welcome Sessions. Students should then read this document, the guidance notes on Plagiarism in the Course Handbook (page 10) and then sign and return the attached consent form to ugadmin@plantsci.cam.ac.uk by the end of the third week of Michaelmas term.
2. Examiners raise initial concerns when marking assignments to the Senior Examiner.
3. The Course Administrator runs suspicious assignments through Turnitin (identified by a code number only).

4. The results are reviewed by the Senior Examiner, who will then follow the procedure outlined at <http://www.admin.cam.ac.uk/univ/plagiarism/examiners/index.html>.
5. A form is completed by the Senior Examiner on the outcome of the use of Turnitin which will be retained by the Course Administrator.

In summary:

TurnItIn software may be used to provide evidence for any *disciplinary investigation into suspected plagiarism in IB Plant and Microbial Sciences and Part II examinations*.

The software will not be used as part of the assessment of the academic quality of the submitted work.